

## **StLA Survey Steering Committee Meeting**

Radisson Barcelo, Washington, DC

March 9-10, 2005

### **Minutes**

#### **Participants Present:**

Chair: Barratt Wilkins

COSLA Members: Suzanne Miller (Vice Chair) and Peggy Rudd

ALA: Denise Davis

NCES: Barbara Holton, Elaine Kroe, Jeffrey Owings, and Jeffrey Williams

NCLIS: Trudi Bellardo Hahn, and Kim Miller

IMLS: Mary Chute, Mary Downs, Michele Farrell, and George Smith

SDC Representatives: Libby Law and Alan Zimmerman

Census: Suzanne Dorinski, Johnny Monaco, Patty O'Shea, and Cindy Sheckells

Other Experts: Diana Ray Tope

Excused: J.D. Waggoner (COSLA Member)

The meeting was called to order by Barratt Wilkins and introductions were made.

**NCLIS Update:** Trudi Bellardo Hahn reported that NCLIS has moved to their new offices and spent 2 weeks getting telephone and computer service. Bob Molyneux resigned and is now Chief Statistician with the Sirsi Corporation. They are seeking a replacement and would appreciate suggestions.

**IMLS:** Mary Chute introduced George Smith and Mary Downs. George Smith, former Acting Alaska State Librarian, is Associate Deputy for State Programs replacing Jane Heiser, who retired. Mary Downs is a Research Officer and will work with Barbara Smith, Karen Motylewski and Rebecca Danvers.

**Approval of Minutes for September 15-16, 2004 meeting:** The minutes were approved with the following changes:

Page 1: Add: Excused: Suzanne Dorinski (NCES), Jeff Owings (NCES), Peggy Rudd, and Diana Tope.

Page 2: Mr. Wilkins led a discussion of the need for an annual State Library Agency Survey.

Page 5: Michele Farrell reported that the LSTA Coordinator Conference is scheduled for November 8-10 at the Mayflower Hotel. There will be a full day orientation for new LSTA coordinators and chiefs followed by a day and a half conference entitled "Learning States".

Page 5: Barbara Holton reported that the Chief Statistician has ruled that they can no longer continue the E.D. TAB as has been done in the past. The 2003 E.D. TAB will include only 8 tables. The information previously included in the E.D. TAB....

Page 7: The Committee discussed the addition of an E.D. TAB table.

Add to the To Do list: Cindy Sheckells will send copies of her e-metric report to steering committee members

**Status of NCES and developments:** In response to a letter from Oregon Chief Officer, Jim Scheppke, Jeffrey Owings encouraged Steering Committee members to directly communicate issues and concerns to him, Jeffrey Williams and library program staff. He expressed NCES's commitment to the library surveys, a desire to fix any problem, and a desire to make the reports useful. He expressed a need for and commitment to work closer with the adjudication process in order to ensure more timely data release.

Russ Whitehurst has been named acting NCES commissioner, replacing Bob Learner. The current budget allocation has been increased slightly and is sufficient to maintain the library statistics program. Jeffrey Owings indicated that the Census Chief Statistician is working with NCES's to release data in a timely manner. Jeffrey Owings expressed the need for more analysis of the State Library data related to education issues such as State Library contributions to "No child left behind" and expressed interest in expanding the school library/media center survey.

**Issues with 2003 StLA Survey data release:**

Concern was expressed about the exclusion of the state tables from the 2003 E.D. TAB. Census printed and mailed copies of the E.D. TAB and the supplemental tables to the State Library Agencies. The tables are available in PDF but are not easy to access on the web. An announcement needs to be made to SDC's and Chief Officers when the electronic version of the tables is available. Printed copies need to be made available at the same time the electronic version is released.

**Issues with 2004 data collection:**

There was a discussion about the graying of e-metrics and policy areas but not the staffing section. The 2005 redesign eliminates most of the staffing section.

**Issues with 2004 data release:**

No problems are anticipated with the release of the 2004 reports. Patty O'Shea, Census, reported that data for all states has been received. Forty states are complete with thirty-six eligible for the Lorenz Award.

**What do we need for 2005 StLA Survey data collection? Is there any information we need to provide?**

The justification has been submitted and is going forward on schedule. The Steering Committee reviewed the Survey. Although Part D Question 065 and Part N Question

210 appear to be duplicate questions, Part D– 065 includes only services under the SL Administration’s control (including contract) and Part N – 210 includes activities funded but not controlled, such as grants.

Question #22 was changed from a Yes/No question to provide more detailed information about digitization. The survey will indicate whether the digitization is a) for SLA, b) grants or contracts for other state government agencies, or c) grants or contracts with libraries and library cooperatives. Denise Davis will work with Elaine Kroe on exact wording.

### **Library Cooperative Issue:**

Peggy Rudd, as ASCLA President, requested and received a copy of the Universe File created by NCES in 1997 for a survey of cooperatives. It is an eclectic universe and does not meet the StLA Survey definition. Denise Davis reported on the NLG grant application submitted by ALA. (Decision expected in October 2005.) If funded this will be a 3 year project. Phase one will include the development of a universe file and an on-line directory of library cooperatives. Phase 2 will include the survey and report. Once the universe file is compiled, ALA will maintain it. Denise Davis will keep the Steering Committee informed of the status of the grant application.

### **E-metric issues, status of pre-testing, etc.**

Al Zimmerman reported on the e-rate issues involving FSCS ID number for public libraries and the need to have numbers for Regional Libraries and Cooperatives.

There was a discussion of the e-metric issue. Suzanne Miller reported on the results of the survey of SLA’s. Only 15 states responded. Denise Davis reported that the Association of Research Libraries is successfully collecting a large range of e-metric data. Alan Zimmerman expressed the need for data (login’s and queries) to support the large expenditures of revenue for statewide databases.

Peggy Rudd moved to establish a working group to examine the Census e-metric report, policy issues and NISO definitions and report to the Steering Committee in September. The motion was 2<sup>nd</sup> by Diana Tope and passed unanimously.

Barratt Wilkins appointed Alan Zimmerman, Chair, Denise Davis, Elaine Kroe, Libby Law, Suzanne Miller, Peggy Rudd, and Cindy Sheckells.

Alan Zimmerman reviewed the charge to the e-metric working group: to review current measures of electronic resources and their use and to recommend to the Steering committee those items appropriate for collecting on the State Library Agency Survey. The recommendation will be based, as much as possible, on NISO definitions. The working group will not attempt to create and define new data elements. Recommendations will be based on the results of a pilot test of selected items that will include up to 9 states. States that had difficulties responding to previous attempts to collect electronic use data will be considered for the pilot test. Recommendations will

also include suggestions for training data providers. This will include considering the possibility of doing some training in conjunction with the FSCS Annual Conference. In selecting items for recommendation, the working group will take into account the data collection burden placed on states and the usefulness of data to be collected. The full steering committee will consider the recommendations at the September 2005 meeting.

Denise Davis recommended giving states sufficient time to work through data collection issues before eliminating a data item.

Suzanne Miller and Peggy Rudd will present the need for electronic measures at the May COSLA meeting.

Libby Law and Denise Davis are to approach FSCS about the possibility of a breakout session at the Annual FSCS Conference in December to provide training for e-metric items for the State Library Agency Survey.

#### **Public Policy Issues for future surveys, still needed, I.D. by COSLA?**

The issues identified at the September 2004 Steering Committee meeting were reviewed. Peggy Rudd and Suzanne Miller reported that these had been brought to the attention of the COSLA Research and Statistics Committee and that at that time there was no consensus or strong feeling.

Barratt Wilkins asked Suzanne Miller and Peggy Rudd to return to COSLA and develop 3-4 policy issues to inform federal government about issues State Library Agencies are facing. The Steering Committee will work on identification of policy issues if COSLA doesn't identify any prior to the September Steering Committee meeting. Several possible issues identified were: emergent literacy (PLA has a definition and a tool kit), School library/media center and literacy, Interlibrary Cooperation, Equity of Access. Peggy Rudd and Suzanne Miller will develop a list to present to COSLA in May.

George Smith informed the Steering Committee that IMLS will be focusing OBE training on specific questions such as the impact of summer reading on retention of reading skills. Denise Davis proposed that NCLIS develop a fast response process to address questions that only need to be addressed once, such as the impact of CIPA legislation on library operation.

#### **Organizational Document, Revised March 11, 2004:**

Libby Law informed the Steering Committee that she will be retiring in December 2005. Barratt Wilkins asked her to provide the names of several FSCS Data Coordinators as possible appointments to the committee.

Barratt Wilkins will prepare a chart of StLA Survey Steering Committee members with terms of appointment.

**IMLS Update:** Michele Farrell reported that the FY05 budget includes \$160,704,000 for Grants to States, \$12,301 for NLG, and \$22,816 for 21<sup>st</sup> Century Librarians grant.

Coming Up Taller Awards: Deadline for \$10,000 awards to recognize after school and out-of-school programs is March 24. Libraries can apply for this award.

National Awards: Three museums and 3 libraries received the 2004 National Awards for Museum and Library Services. Recipients are:

Libraries: 1) Flint Public Library, MI, 2) Mayaguez Children's Library, Inc, Mayaguez, Puerto Rico and 3) The Regional Academic Health Center Medical Library of the University of Texas Health Science Center at San Antonio, San Antonio, TX  
Museums: 1) Zoological Society of San Diego, San Diego, CA, 2) Western Folklife Center – Elko, NV, and 3) Chicago Botanical Gardens – Glencoe, IL

Outcome Based Course: IMLS awarded a grant of \$88,171 to Indiana University to develop an instructor-mediated course in outcomes based evaluation for library and museum professionals. This is a 3 Year Project administered by Dr Elizabeth Kryder Reid [ekryderr@iupui.edu](mailto:ekryderr@iupui.edu). Michele Farrell will provide some benchmark information for the Indiana University program.

2006 Budget: The President's 2006 budget request includes \$262,240,000 for IMLS. This includes \$221,325,000 for LSTA, which is sufficient to fully fund the new base grants for states, and \$38,915,000 for the Museum Services Act.

George Smith will work with a COSLA Task Force to include common language and universal activities in next year's LSTA application and to identify the value of the investment of federal dollars including outcome evaluation and impact data.

Librarians in the Workforce: Jose Marie Griffiths, UNC, will conduct a study. Denise Davis is also working with this.

A Partnership for a Nation of Learners (PNL) Community Collaboration grant award will be made in September 2005.

Maintenance of the Framework for guidance for building good digital collections has been transferred to the National Information Standards Organization (NISO).

IMLS will move to 18<sup>th</sup> and M at the end of April/beginning of May.

There was a discussion about the report on the impact of IMLS (see September 2004 Minutes). Mary Downs and Michele Farrell will let Rebecca Danvers know the Steering Committee is interested in this report.

**ALA Update:** Denise Davis reported on ALA research needs including:

Salary Survey: The annual survey of salaries of full time librarians with ALA-MLS degrees, conducted annually since 1985, is being revised to include all staff with MLS degrees, not just full time staff with MLS degrees.

GeoLib Project: ALA is continuing work with Christie Koontz to make improvements to the GeoLib web site.

Systems and Trends Survey: Plans are underway for a quick survey of systems and trends in libraries. Keith Lance worked with Denise Davis to put together a proposal for funding by ALA.

Rural and Tribal Library Survey: Denise Davis is working with Bernie Vavrek on a survey of rural and tribal libraries.

Membership Demographics: Plans are underway to collect demographic data on membership. The survey is scheduled for release in May.

Network and Cooperatives Survey: Keith Lance and Denise Davis are submitting an IMLS National Leadership Grant Proposal to update the network and cooperative survey. This will be a 3-year study and kept up-to-date by ALA afterwards.

Paraprofessional Salary Survey is will be a very detailed survey. Denise Davis will notify COSLA when the study of library employees without MLS degrees is ready for field testing.

Denise Davis will work with UNC on a workforce study.

The ALA web portal improvements include gallop polls to ask questions of members.

**Census Update:** Patty O'Shea reported:

2003 E.D. TAB was released December 30, 2004. The Supplemental tables were released February 10, 2005 and mailed to SLA's on February 24, 2005.

2004 Data: 40 states have completed the edit process.

2005 Data: The form is included in packet. The final version is scheduled to go to OMB on April 1. E-metric data items have been removed from the Survey and the new Section O has been included in the draft version.

There was a discussion about including FSCS and StLA Survey in the COSLA and IMLS orientation process for new Chief Officers.

**COSLA Update:**

Suzanne Miller reported on the FSCS Steering Committee meeting including: the Annual Conference (December 6-9), the adoption of a mission statement (tag line: Real Numbers, Real Fast, Really!) and values, the establishment of a Bibliostat Users group meeting at the conference, discussion of e-metric issues, development of a FAQ web site and plans to links to all state data collection forms from the LRS web site.

The COSLA Research and Statistics Committee met in October in Rapid City and discussed policy issues. The Research and Statistics Committee did not meet at the January COSLA meeting in Boston.

**NCES Library Surveys Update:**

Jeff Williams reported on the release of the new report on school libraries, release of the PLS E.D. TAB, and the letter from James Scheppke expressing concerns about delays in releasing the 2002 data.

**New business:**

**Orientation of new Chief Officers:** There was a discussion about the need to provide information about the statistical programs for new Chief Officers. Included in the orientation should be: duties of SDC, the need for a commitment by SLA to provide support for the program and send the SDC to the training conference, information about the NCLIS web site, history of the programs, how the programs fit together, and minutes. COSLA will include this in the orientation for new Chief Officers and a proposal was made to include this in the Fall IMLS Conference. Michele will discuss this with Mary Chute.

**Next meeting:**

Dates: September 21 afternoon – September 22 morning.

Location: To be announced.

Barratt Wilkins thanked the committee for attending and participating with such good humor.

The meeting was adjourned at 11:40 a.m.

**To Do:**

E-metric Working Group: (Alan Zimmerman, Chair, Denise Davis, Elaine Kroe, Libby Law, Suzanne Miller, Peggy Rudd, and Cindy Sheckells) will examine the Census report and NISO definitions and present recommendation for e-metric data items to the Steering Committee in September.

Denise Davis and Elaine Kroe will work on wording for Question #22 on the 2005 State Library Agency Survey.

Denise Davis will keep the Steering Committee informed of the status of the NLG application to develop a Universe File and survey for the Cooperatives and Regional Libraries.

Denise Davis will let COSLA know when ALA is ready to field test the paraprofessional survey.

Mary Downs and Michele Farrell will let Rebecca Danvers know the Steering Committee is interested in the report on the impact of IMLS (see September 2004 Minutes).

Michele Farrell will provide some benchmark information for the Indiana University program to develop an instructor-mediated course in outcomes based evaluation for library and museum professionals.

Michele Farrell will send information about eligibility for Coming Up Taller Awards to Diana Tope.

Michele Farrell will discuss including information about the FSCS and StLA Survey statistical programs in the Fall IMLS Conference orientation for Chief Officers.

Libby Law and Denise Davis will approach FSCS about the possibility of a breakout session at the December Annual FSCS conference for training on StLA Survey issues.

Libby Law will send names of several FSCS Data Coordinators as possible replacement appointments to StLA Survey Steering Committee.

Kim Miller will work with Alan Zimmerman on setting up a Conference Call for the e-metric working group as needed.

Suzanne Miller and Peggy Rudd will develop a list of policy issues to present to COSLA in May.

Suzanne Miller and Peggy Rudd will present the need for electronic measures meeting the NISO standard at the May COSLA meeting.



Barratt Wilkins will prepare a chart of StLA Survey Steering Committee members with terms of appointment.

Alan Zimmerman will chair the e-metric working group and get a list of the states having difficulty with the e-metric data items in FY2003.